

COR SUMMARY OF EXPERIENCE

Effective January 1, 2012 CORs who are applying for certification must demonstrate past contracting, acquisition, procurement, program/project management, and general business experience. This experience is based on a set of competencies. Some of the competencies are listed below to use as a reference when you are documenting your previous experience.

Use this template to document your experience. Experience should be supported by a written confirmation from the cognizant Contracting Officer/Contract Specialist showing the contract number, title and date(s) to which the experience applied. Once you have completed this document, please forward it and its supporting statement(s) to your Site Acquisition Career Manager (SACM) as part of your application for COR certification.

Name:

Date:

Site/Organization:

Email:

Years of COR contracting, acquisition, procurement, program/project management, and/or general business experience:

Signature: _____ (electronic signature is authorized)

**Note: For Level II COR certification, you must demonstrate at least 1 year of experience. For Level III certification you must demonstrate 2 years of experience.*

Use this area to document your experience. Please include the following; effective dates of your experience, where you obtained your experience (list former agencies/departments, private organizations, ect.) and how you obtained the experience (list previous COR appointments, Source Selection membership, details, rotational assignments, project manager experience, etc.):